

**UNION GAP CITY COUNCIL REGULAR MEETING**  
**UNION GAP COUNCIL CHAMBERS**  
***Union Gap, Washington***  
***November 14, 2022, Regular Meeting***  
**MINUTES**

<u>Call to Order</u>	Mayor Hodkinson called the Regular Meeting of the Union Gap City Council to order at 6:00 p.m.
<u>Council Members Present</u>	Council Members Wentz, Murr, Galloway, Hansen, Schilling, and Dailey were present.
<u>Staff Present</u>	Interim City Manager Bounds, City Attorney Brown, Police Chief Cobb, Fire Chief Markham, Public Works and Community Development Director Henne, Finance and Administration Director Clifton, and Building Official and Plans examiner Jason Cavanugh were present.
<u>Audience Present</u>	See attached list.
<u>Pledge of Allegiance</u>	Council Member Murr led the pledge of allegiance.
<u>Consent Agenda</u>	<p>Motion by Council Member Hansen, second by Council Member Wentz to approve the consent agenda as follows:</p> <p>Regular Council Meeting Minutes dated October 24, 2022, as attached to the Agenda and maintained in electronic format.</p> <p>Payroll Vouchers – EFT’s, Voucher No. 105466 through 105472 for the month of October, 2022, in the amount of \$440,094.30.</p> <p>Claims Vouchers – EFT’s, Voucher No. 105464 through 105473 for November 14, 2022, in the amount of \$545,057.92.</p> <p>Petty Cash Vouchers – EFT’s, and Voucher No. 1920 for October 2022, in the amount of \$75.00.</p> <p>USDA Loan – EFT for October 11, 2022, in the amount of \$114,307.00.</p> <p>Motion carried unanimously.</p>
<u>Items from the Audience</u>	None.
<u>General Items</u>	

*CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – November 14, 2022*

Public Hearing

UGMC Title 11 Chapter 20  
Fences on Streets Right of  
Way

At 6:03 p.m. Mayor Hodkinson opened a Public Hearing to receive public testimony on the draft amendment to UGMC Title 11 Chapter 20 Fences on Streets Right of Way. Public Works and Community Development Director Henne clarified updates made regarding residential and commercial zoning requirements, and Building Official and Plans examiner Cavanaugh gave an overview of overall necessary changes made, and answered Council Member questions. With no written or public testimony, Mayor Hodkinson closed the public hearing at 6:25 p.m.

Public Works & Community  
Development

Ordinance No. – 3032 –  
Amending Union Gap  
Municipal Code – Title 11  
Chapter 20 Fences on Street  
Right of Way

Motion by Council Member Galloway, second by Council Member Dailey to adopt Ordinance No. – 3032 – amending Union Gap Municipal Code Title 11 Chapter 20 Fences on Street Rights-of Way. Motion carried unanimously.

Finance & Administration

Resolution No. – 22-50 –  
Interagency Agreement –  
WA State Administrative  
Office of the Court (AOC)

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 22-50 – authorizing the Interim City Manager or designee to sign an Interagency Agreement with Washington State Administrative Office of the Courts (AOC) for reimbursement of costs for resentencing, vacating and refunding legal financial obligations under the State v. Blake decision. Motion carried unanimously.

Resolution No. – 22-51 –  
Statement of Work –  
CivicPlus, LLC

Motion by Council Member Wentz, second by Council Member Murr to approve Resolution No. – 22-51 – authorizing the Interim City Manager to sign a Statement of Work (SOW) with CivicPlus LLC, for online municipal code services. Motion Carried unanimously.

Police

Resolution No. – 22-52 –  
Professional Services  
Agreement – Yakima  
Humane Society

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 22-52 – authorizing the Interim City Manager to sign a Professional Services Agreement with the Yakima Humane Society, for animal control services. Council Member Hansen asked for clarification on Section K, page 3, 15.00 per day. Chief Cobb replied that it should be \$15.00 per day, and that would be fixed. Motion carried unanimously.

Resolution No. 22-53 – Local  
Crime Lab Professional  
Services Agreement –  
Yakima Valley Conference

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. - 22-53 – authorizing the Interim City Manager or designee to sign a Professional Service Agreement (“Agreement”) with the Yakima Valley Conference of Governments (YVCOG) to develop and

*CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – November 14, 2022*

of Governments

maintain a Local Crime Lab. Motion carried unanimously.

Resolution No. 22-54

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. - 22-54 – authorizing the Interim City Manager, or designee, to sign an Interagency Agreement with the Washington Traffic Safety Commission, to fund High Visibility Enforcement (HVE) patrols. Motion carried unanimously.

Presentation

Fire Chief Markham addressed the Council to announce that The City of Union Gap's Fire Protection Class has decreased by the Washington State survey and rating bureau from a 4 to a 3. The complete report has been given to Chief Cobb for presentation to the Council for review. Markham explained that the rating is potentially used to determine how fire insurance premiums may be calculated for both City residents and businesses. Chief Cobb explained that there are only 86 communities that have achieved a 3 rating, and two of them are in our area, this is something to be proud of.

Items from the Audience

Benine McDonnell, a member of the Library and Community Center Committee stated that there was a discussion at the last study session about the Library and Community Center, but didn't see it on the agenda, and had some questions. She inquired about the two different dates that were listed for when the advertisement would be published and when the bids would be opened, and wondered if Council had made a decision, or if a decision needed to be made by the City Council. Public Works and Community Development Director replied that he believed it was December 22<sup>nd</sup>, or January 3<sup>rd</sup>. He will talk with the consultant who was at the last meeting, and see what he thought would be the best date. Council Member Wentz stated that he thought they were leaning toward the second date for better turn out, due to the holidays, allowing for more participants with competitive bids. McDonnell asked if they would be notified of the dates. Henne responded that it would be posted on the City website. McDonnell asked when the parking lot for the Police Station would be starting. Mayor Hodgkinson replied that it would be all at the same time as the construction of the building. McDonnell understood that it needed to start so they could meet the December 31<sup>st</sup> deadline with the Department of Commerce. Henne replied that there is no December 31<sup>st</sup> deadline with the Department of Commerce. McDonnell thought an extension had been applied for. Henne replied that we don't apply for an extension, Department of Commerce will handle all of that, and will be done prior to June. McDonnell understood that it needed to be done prior to the Legislative session starting in January. Henne replied that that was not true.

Communications/Questions/  
Comments

Motion by Council Member Wentz, second by Council Member Galloway to approve Kevin Kissel as a member of the Civil Service Commission. Motion carried unanimously.

City Manager Report

Interim City Manager Bounds stated that she would be attending the Friends

***CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – November 14, 2022***

of Union Gap Library and Community Center meeting Thursday for introductions; will be working on the final budget so it can be reviewed and approved at the last meeting of this month.

**Development of next Agenda**


Council Member Schilling suggested that newly appointed commissioner, Kyle Curtis, who will be taking office January 1<sup>st</sup> should be invited to attend the next meeting. Council Member Wentz responded that we should always have an open invitation to any of our fellow representatives. Schilling just wanted to make sure that it's alright to have cookies during his visit, since she promised him that she would bring cookies if he agreed to come. Mayor Hodkinson, Council members, and staff agreed that cookies would be acceptable, since the COVID restrictions have passed.

**Adjournment of Meeting**

At 6:50 p.m., Mayor Hodkinson adjourned the November 14, 2022 regular Council Meeting.

  
Sharon Bounds, Interim City Mayor

ATTEST:

  
Karen Clifton, City Clerk

6:00 P.M. – November 14, 2022

ADDRESS

[illegible]